

A RESOLUTION BY

PUBLIC SAFETY AND LEGAL ADMINISTRATION COMMITTEE

**AUTHORIZING THE MAYOR, ON BEHALF OF THE DEPARTMENT OF POLICE, TO EXECUTE TEMPORARY SERVICE CONTRACTS WITH TWO (2) RETIRED CITY OF ATLANTA ("CITY") POLICE OFFICERS, FOR THE PURPOSE OF CONDUCTING BACKGROUND INVESTIGATIONS OF CIVILIAN EMPLOYMENT APPLICANTS, IN AN AMOUNT NOT TO EXCEED NINETY NINE THOUSAND THREE HUNDRED TWENTY-EIGHT DOLLARS (\$99,328.00). ALL COSTS TO BE CHARGED TO FUND, ACCOUNT, AND CENTER NUMBER: 3P02 524001 X11W02AK9998; AND FOR OTHER PURPOSES.**

**WHEREAS**, the Department of Police ("Department") has implemented an aggressive program to recruit and hire new police officers to effectively protect the City; and

**WHEREAS**, all police hires must undergo an extensive background investigation to determine their fitness to serve as sworn police officers; and

**WHEREAS**, such background investigations can only be performed by sworn police officers of the Department; and

**WHEREAS**, the Department only has a limited number of sworn police officers dedicated to conducting background investigations; and

**WHEREAS**, the urgency placed on hiring new police officers has curtailed the filling of critical civilian positions; and

**WHEREAS**, civilian positions provide essential support in the areas of communications and tactical crime analysis to ensure effective police operations; and

**WHEREAS**, the Department desires to execute temporary service contracts with two (2) retired Atlanta Police Officers for the purpose of conducting background investigations of civilian employment applicants, in an amount not to exceed ninety nine thousand three hundred twenty-eight dollars (\$99,328.00); and

**WHEREAS**, such engagements are authorized pursuant to Article 3, Chapter 5, Section 3-505 of the Charter of the City of Atlanta.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES** that the Mayor be and is hereby authorized to execute a contract, on behalf of the Department of Police, with two (2) retired Atlanta Police Officers, for the purpose of conducting background investigations of civilian employment applicants, in an amount not to exceed ninety nine thousand three hundred twenty-eight dollars (\$99,328.00).

**BE IT FURTHER RESOLVED**, that the City Attorney or her/his designee be and is directed to prepare the Agreement for execution by the Mayor, and the Agreement shall be approved by the City Attorney or her/his designee as to form.

**BE IT FURTHER RESOLVED**, that the Agreement shall not become binding upon the City and the City shall incur no obligation or liability hereunder until the same has been signed by the Mayor or her designee and delivered to the respective retired Atlanta Police Officers.

**BE IT FINALLY RESOLVED**, that all costs shall be charged to the following Fund, Account, and Center number: 3P02 524001 X11W02AK9998.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

**A. To be completed by Legislative Counsel:**

**Committee of Purview:** Public Safety and Legal Administration

**Caption:** A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE DEPARTMENT OF POLICE, TO EXECUTE TEMPORARY SERVICE CONTRACTS WITH TWO (2) RETIRED CITY OF ATLANTA ("CITY") POLICE OFFICERS, FOR THE PURPOSE OF CONDUCTING BACKGROUND INVESTIGATIONS OF CIVILIAN EMPLOYMENT APPLICANTS, IN AN AMOUNT NOT TO EXCEED NINETY NINE THOUSAND THREE HUNDRED TWENTY EIGHT DOLLARS (\$99,328.00). ALL COSTS TO BE CHARGED TO FUND, ACCOUNT, AND CENTER NUMBER: 3P02 724001 X11W02AK9998, AND FOR OTHER PURPOSES.

**Council Meeting Date:** January 9, 2007

**Requesting Dept.:** Police

**B. To be completed by the department :**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The Atlanta Police Department requires an extensive background check for all new hires. Background includes criminal history and credit checks, as well as checks of references and associates. This process is critical to ensuring the integrity of new hires and entails long hours of staff time to complete. To maintain timely screening of applicants for civilian positions as background investigation resources are redirected to the hiring of sworn personnel, the Department wishes to rehire, on a contract basis, two retired Atlanta Police Officers to be assigned to background investigations for civilian applicants in order to complete such background investigations in a timely fashion. The cost of these contract employees will be charged to RICO accounts 3P02 724001 X11W02AK9998 for one year. Thereafter,

the Department will request civilian positions in the General Fund Budget to perform this function.

**2. Please provide background information regarding this legislation.**

The Atlanta Police Department has long struggled with shortages of sworn personnel when trying to conduct critical crime suppression activities. In response to this shortage of sworn personnel, the Department has instigated an intensive recruiting campaign to fill vacant officer positions. This campaign has resulted in a larger volume of applicants for Police Officer positions to be subjected to background investigations. As a result of this increased workload, background investigators cannot devote as much time to investigations of civilian personnel who are also critical to the effective operation of critical support functions. To achieve the City's goal of a safer City, the Department proposes to contract with two retired officers who will be assigned to conduct background investigations of civilian applicants.

**3. If Applicable/Known:**

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Professional services
- (b) **Source Selection:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:**

**4. Fund Account Center:**

**5. Source of Funds: *Example: Local Assistance Grant* RICO**

**6. Fiscal Impact:** \$99,328, all of which will be charged to RICO for the first year of the program.

**7. Method of Cost Recovery:** RICO funds in year one, General Fund appropriations in ensuing years.

**This Legislative Request Form Was Prepared By:** Dan Boozer

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Legislative Counsel (Signature): Terry Grandison

Contact

Number: 6946

Originating Department: Police

Committee(s) of Purview: Public Safety and Legal Administration

Council

Deadline: 12/19/06

Committee Meeting Date(s): 01/09 Full Council Date: 1/16/07

Commissioner Signature

D/C C. A. Bondar

**CAPTION**

A RESOLUTION AUTHORIZING THE MAYOR, ON BEHALF OF THE DEPARTMENT OF POLICE, TO EXECUTE TEMPORARY SERVICE CONTRACTS WITH TWO (2) RETIRED CITY OF ATLANTA ("CITY") POLICE OFFICERS, FOR THE PURPOSE OF CONDUCTING BACKGROUND INVESTIGATIONS OF CIVILIAN EMPLOYMENT APPLICANTS, IN AN AMOUNT NOT TO EXCEED NINETY NINE THOUSAND THREE HUNDRED TWENTY EIGHT DOLLARS (\$99,328.00). ALL COSTS TO BE CHARGED TO FUND, ACCOUNT, AND CENTER NUMBER: 3P02 724001 X11W02AK9998; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by Mayor's Office:

(date)

Reviewed by:

(date)

Submitted to Council:

(date)